

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT : SERVICES-II BRANCH
DELHI SECRETARIAT : 5TH LEVEL : 'A' WING
I.P. ESTATE : NEW DELHI - 110002
<http://services.delhigovt.nic.in> ::: Phone : 011-23392238**

No.F.3(1)/(4)/2020/S-II/ 3209-12

Dated : 02/12/2020

To

All Principal Secretaries/Secretaries/HODs
Government of NCT of Delhi,
Delhi/New Delhi.

Sub: **Regularization of Adhoc promotions made to the post of
Grade-II (DASS) - regarding**

Sir/Madam,

Kindly refer to this department's letter of even number dated 21/10/2020 wherein it was intimated that this Department is considering for regularization of ad-hoc promotions made to the post of Grade-II (DASS) & left out cases of adhoc promotions and it was requested that the Integrity Certificate & Vigilance Report (as per Annexure 'B') presently posted in your department, after verifying the details from their service records, may be made available to this department.

It has been observed that some of the departments have not provided the requisite information /documents in respect of the officials working in their department till date.

Head of the Departments concerned are, therefore, requested to personally ensure that the requisite documents in respect of the officials should reach the Services Department within 10 days of the receipt of this letter so that vacant posts could be filled up.

It may be noted that only those officials will be considered whose record is made available and in case any official does not get considered due to non-furnishing of requisite documents/papers/information by the concerned Department, the responsibility shall rest with the concerned Department.



The contents of this circular may be brought to the notice of the officials concerned.

This issues with the prior approval of the Competent Authority. This may be treated as **MOST URGENT/TIME BOUND** and necessary documents may be furnished to this department within 10 days of issue of this letter.

Yours faithfully,


(BHAIRAB DUTT)

Deputy Secretary (Services)

No.3(1)/(4)/2020/S-II/ 3209-12

Dated : 02/12/2020

Copy forwarded to the following for information & necessary action:-

1. The Deputy Secretary (Services-IV), Services Department, GNCT of Delhi.
2. The Section Officer, Services-IV Branch, Services Department with the request to prepare the detailed grading chart of the ACRs/APARs in respect of the officials and provide the same to Services-II Branch when the meeting of DPC is convened (list of officials enclosed).
3. The Section Officer(Coordination), Services Department, GNCT of Delhi, with the request to upload this letter on the website of Services Department for vide circulation.


(BHAIRAB DUTT)

Deputy Secretary (Services)